

## **Regional Interagency Coordinating Committee**

### **Minutes from 08-17-05**

1. Welcome/Any needed introductions

Present: Bette Hendrickson, Shonda Wild, Tara Bitz, Anna Bergman, Carlotta McCleary, Deb Tibor, Dorothy Larson, Florence Ducheneaux, Marilyn Bender, Lorri Sandal, Jody Bettger-Huber, Michelle Hougen, Roxane Romanick, Kirsten McIntyre, Connie Schwartz

2. Review of Agenda and Minutes/Questions on Updates

- The Minutes were reviewed and approved.
- Updates:
  - North Dakota Disability Awareness Consortium/Mental Health Association - August 29-30 presented by Jim Moench
  - Developmental Screening Public Awareness Work Group - August 30 from 10-12 at the Library, Room B
  - Fundraiser - Mental Health Assoc./Federation - Bingo Palace - September
  - September 22 - screening training @ Prairie Knights for Right Track staff (Carol Johnson)
  - Heart Links - Congenital Heart Defect Support Group - September 17 from 11:00-1:30 at BECEP at Richholt
  - Buddy Walk - Down Syndrome Awareness Week - September 24 at 10:30/11:00 (walk) at State Capitol
  - Health and Safety Summit for child care providers/community/professionals - September 24 at Kelly Inn - the speaker will be from the Human Service Department and Health Department - topics will be SIDS, healthcare plans, exclusion guidelines, oral health, asthma allergies - for more information call 223-1510 - Shonda will send a flier to BECEP
  - Deb Tibor informed the group they have screenings coming up in September - it will be the second Wednesday of the month for Morton and Sioux Counties
  - Lorri Sandal informed the committee that the Human Services Center has moved into the old Capital Lanes bowling alley
  - Jody Bettger-Huber told the group they did an in-service with childcare providers and within a week they got four referrals. Tomorrow she is going to County Social Services to talk about Right Track referrals. She is going to Custer District Health in September. Shonda asked if she was going to centers. In Dickinson

they received a lot of referrals through the on-site screenings. Jody said Deb Balsdon needs to be contacted as far as boundaries for screenings in childcare centers.

- Connie added Bismarck Burleigh Public Health is moving to 500 E. Front Avenue. She also said the Bismarck Mandan Breast Feeding Partnership has a billboard on breastfeeding. The first week of August is breastfeeding week.

### 3. Review change to Task Calendar - plan for Natural Environments and Family-centered clusters:

- One of the partners in Natural Environments is childcare, another partner is how open is the community (churches, activities, shopping) to having children with special needs birth-3, another partner is additional supports that kids have (for therapy, mental health, medical community) and how do we work with them? Do we want to go back to where we may have more of a format like Childfind meeting? Is there anything primarily in Natural Environments that you want to focus on specifically? Do we think we have any significant problems in this region that we might want to look at more?
- Roxane - an annual family survey will be conducted before the November 16<sup>th</sup> meeting. We will try to do 2 focus groups with families.
- Michelle said when we do the parent survey we will include more questions about accessing. This will help us figure out what we should focus on. There is still the Open Doors money that is available. If we identify a certain area that families cannot access, that might be one option that we can work on. We will have more specific questions in our parent survey to ask (evaluation of services but also as a needs assessment).
- Dorothy asked what is available? Daycare has already been identified as a problematic.
- Michelle commented maybe we should ask more specific questions about daycare, because they have special needs are they not able to access certain daycares because daycare can't charge extra money for kids with special needs?
- Jody added someone else to survey would be daycare providers. What issues do they face that prevents them from taking children with special needs?
- Shonda talked to providers. They said it is equipment and ratio, especially in home daycares.
- Dorothy asked does the YMCA have any kind of program available for families to participate in for kids with special needs? Roxane said they do not discriminate. On an individual basis they do a good job. Michelle said there are accommodations made.

- Roxane asked Shonda if she had a sense of availability. Are we able to say that there's a deficit for children with disabilities? Shonda said yes. She added she could pull information from people they have asked and if they have found care.
- Jody commented we should define disability (physical, emotional, mental) and also when a parent has a disability. Michelle asked if that kind of information is available. Shonda said no. It may say that a child has special needs but not always what type it is.
- Deb asked if a child is on the verge of being kicked out but the child does not qualify for special education program, is there anything available? Michelle noted that some of that information regarding inability to stay in childcare is being used to qualify those children for special education.
- Roxane said in order to get information gathered for the November meeting, we could do a survey of daycare providers. Shonda said they do very well with returns. Even if we don't get a great return, we would get a lot of information from them. They have mailing labels and the county should have a list of all the providers.
- Carlotta asked with the civil rights issues for kids with emotional disorders, how accurate is that information? Right now it would appear that there are a lot of violations going on and it is unclear that parents and providers are all aware of children's civil rights.
- Jody asked if a child with a behavioral issue were in a center where there is no funding available and the child does not have an identified disability, would the childcare be at risk? Carlotta said a good contact person on that issue is Teresa Snider at the Department of Human Services.
- Roxane asked members to e-mail back a prototype of questions they would like on the survey. The survey will be sent out by the end of September. She will work with Shonda on the final draft.
- Lorri said Parks and Recreation would be a good provider to send the survey to, to find out the training needs they would have to provide childcare. They try to put a lot of kids in the Parks and Recreation program.

#### 4. RICC approval of the 45 day and No Show policies

- The committee went through the policy.
- Roxane said the purpose of the policies is to improve getting an IFSP written within the 45-day timeline. Presently, the federal government wants us at 100% compliance for the 45-day timeline criteria. Last time we were at 81%. The reason why the policy was written was to try to get things happening in a timely fashion. The policies will be taken through to the RICC Committee and the BECEP Policy Council.
- Jody asked if Part C allows implementing a 2-week timeline if parents have not responded back. Michelle said there are absolutely no exceptions in the

law regarding the 45-day timeline. They either do not do it in 45 days or they have to do an interim plan. Roxane added the law was written to be family-friendly. The 45 day timeline was put in place so families do not sit on hold forever; however the ramifications of getting this done falls on the provider and sometimes policies can make a process more unfriendly. Roxane said there is no federal guideline that addresses the two-week timeline.

- #2 on policy, Dorothy suggested changing 45 day to 45 calendar days. Some people might think it is 45 business days.
- Connie asked when a family would actually find out that an IFSP needs to be completed within 45 days. Lorri said they are told at the first appointment.
- Roxane asked the committee about their preference in extending the 2 weeks to 3 weeks. This was the preference.

5. Childfind Cluster Clean-Up:

- The committee went through the QIP Childfind handout.
- Roxane noted that there is a general sense of where Right Track referrals are coming from and wondered if it is important to have a specific report on Right Track referrals. The main goal is to make sure that there aren't any pockets out there that we're not getting at.
- Connie asked if KidTrack able to track where referrals are coming from? Jody said yes.
- Jody does not want to lose the public awareness piece in #3. Roxane suggested keeping the old #3 and making the new #3 #4.
- Continue all other additions and changes.

6. Transition Cluster Clean-Up:

- The committee went through the QIP Transition handout.
- Changes and additions will be continued.

7. Review quarterly eligibility data - In order to monitor the eligibility rate, quarterly data will be presented. The data for last quarter increased from 52% to 77%. The rate of eligibility for Right Track referrals increased from 42% to 76%.

8. The committee looked through a letter addressed to Deb Balsdon about pursuing the birth-k option. Roxane said the State ICC meets on the 8<sup>th</sup> and 9<sup>th</sup>, will get information to them at that time.

9. Set meeting dates for 2006

- Scheduled for the 3<sup>rd</sup> Wednesday, Roxane will set dates and get to committee members.